

Board of Selectmen
Minutes November 01, 2016

Convened at 6:00 pm

Present: Ken Christiansen, Chair
Andrew Artimovich
Robert Mantegari
Jeffrey Bryan
David Menter

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Jonathan Ellis was in to present the weekly Treasurer's report. Please see last page to view report.

Bryan made a motion, 2nd by Mantegari to approve the minutes of 10/25/16 as written. All were in favor.

Bryan made a motion, 2nd by Mantegari to approve the nonpublic minutes of 10/25/16 as written. All were in favor.

The planning board received grant funds from the State of NH for the water protection project. State law requires budgets to be shown on a gross appropriation basis (so no netting of revenues and expenditures). By the Board of Selectmen voting to accept the grant, the town is allowed to adjust the budget on both the revenue and expenditure sides. Mantegari made a motion, 2nd by Artimovich to increase the 2016 planning board budget by \$7430.40, for a new bottom line of \$106,606. All were in favor.

Clement asked if the board wanted to select some dates for a site walk on Prescott Road with the residents. Christiansen asked Clement to coordinate the date for a Saturday. Bryan said first thing in the morning, 7 or 7:30am.

Recreation Commission, Valerie Rogers and David Tovey

Rogers reviewed all of the programs that are currently being offered through the recreation department. She highlighted the new programs and community events that were added in 2016. Rogers said the commission would like to add an ice rink, ski program, summer camp, and a splash pad. These projects are slow to build momentum due to time constraints in the director's position. A part time employee to aid in facility rentals also resigned and the position was not filled. In an effort to continue to expand the town's offerings to those young and old, the commission would recommend increasing the director's position to full time.

Artimovich said he supports a full time position, he would recommend reducing the proposed merit of 4.6% to 3%. He is not saying Tovey does not deserve the increase but is trying to control the bottom line. He also suggested encumbering funds from 2016 to pay for the playground chips and take that out of the 2017 budget. Tovey had a profit and loss statement for 2015 and 2016 and there is an increase of revenue of about \$10K in 2016.

Bryan made a motion, 2nd by Mantegari to table the budget until Clement can refigure the salary and benefits. All were in favor.

Kip Kaiser, Building Inspector, had the following permits to be signed this week:

- Sheila Wakefield, 8 Michael Bennett Road, electrical for new home: signed by Board
- Dan Belanger, 157 Ole Gordon Road, electrical permit: signed by Board
- Andy Artimovich, 20 Dalton Road, electrical permit: signed by Board (Artimovich abstained)

Board of Selectmen
Minutes November 01, 2016

- Tra Jo Corp., 424 Rte. 125, electrical to add meters: signed by Board
- Greg Comtois, 14 Homestead Lane, deck: signed by Board
- Chris Shields, 51 Fellows Road, solar array: signed by Board
- Linda Harris, 324 Middle Road, plumbing permit for addition: signed by Board
- Allen Marshall, 46 Mill Pond Road, steps from deck to ground: signed by Board
- John Agel, 91 Prescott Road, replace a bulk head and repair concrete foundation: signed by Board.

Code Enforcement, Kip Kaiser

Kaiser said he has issued 174 permits this year and has assisted in 7 code enforcement issues. He has an increase in responsibility for building maintenance, writing RFP's, and the joint loss committee. He is requesting an increase in hours to 32 hours per week but no increase in hourly wage. Kaiser said the revenue will increase with more time in the office. Bryan said Kaiser's fee are still on the low side. Kaiser said one of his goals for 2017 is to revamp the fee structure. The increase in the bottom line is mostly health benefits as Kaiser will become benefits eligible. Bryan made a motion, 2nd by Menter to approve the code enforcement budget of \$60,300. All were in favor.

Town Clerk / Tax Collector, Phyllis Thompson

Thompson is presenting reduced budgets for both tax collector and town clerk. She is adding a 4th person for 6 months of the year to be trained to be the deputy town clerk when she retires. The town is no longer paying NHRS for Thompson. With that reduction and adding a new person, the budget is reduced. The 2018 budget may show a large increase with benefits and salary as the new hire is only being budgeted for half of the year.

Mantegari made a motion, 2nd by Bryan to approve the tax collector budget of \$70,246. All were in favor.

Bryan made a motion, 2nd by Mantegari to approve the town clerk budget of \$73,747. All were in favor.

Christiansen asked what the status was on the insurance claim for the roof leak. Clement said she has been contacted by RTD's insurance. An independent adjuster is meeting with Kaiser on Thursday at 11am. Kaiser met with Jackson and Company today for an estimate on the foundation repair. The cost was just under \$800 and they could fit us in within the next couple of weeks. RamJack and CrackX were also contacted for an estimate; Clement scheduled those for 11/10 with Kaiser. Mantegari asked to confirm the work was guaranteed. Artimovich made a motion, 2nd by Bryan to approve Jackson and Company for the foundation repair. All were in favor.

Mantegari made a motion, 2nd by Bryan to adjourn the meeting at 6:50 pm. All were in favor.

Respectfully submitted,

Karen Clement

Board of Selectmen
Minutes November 01, 2016

WEEKLY TREASURER'S REPORT				
DATE:			11/1/2016	
Citizens General Fund:				
	Previous Balance:		18,929.17	
	Deposits:		82,593.97	
	Payroll:		27,342.61	DD: 17532.63 CKS: 9809.98
	FICA:		7,308.64	
	to Impact Fees			
	A/P: Regular		791,729.80	Co-op: \$577,977 Seasey: \$180,000
	Void check			
	From MMA		750,000.00	
	TO MMA			
	Account Balance:		25,142.09	
	Interest Earned YTD:		28.26	
MMA:	Unrestricted Balance:		814,222.31	
	Total Invested Funds:		814,222.31	
	Interest Earned YTD:		4,788.48	